



Executive Officer

Final Filing Date: September 10, 2003

The California Victim Compensation and Government Claims Board (Board) seeks an Executive Officer to lead, direct and coordinate the Board's programs:

- The Victim Compensation Program, the first victim compensation program established in the United States, provides compensation to victims of violent crime who suffer physical and/or emotional injury as a result of a crime. The Restitution Fund, that funds the VCP, receives revenue from fines and penalty assessments imposed against offenders.
- The Board receives all claims for money or damages that are filed against the state and administers numerous fiscal control functions. The Board also administers several other state programs, bid protests to resolve disputed contract awards, and claims of persons alleging to have been erroneously convicted of felonies.

The Executive Officer should be personally committed to providing exemplary service to these programs for the benefit of victims of crime and the citizens of the State of California.

Minimum Qualifications:

- Extensive experience in victim services at the executive level in a medium to large size public or private organization with specific experience in compensation including federal VOCA funding.
- Integrate the activities of a diverse program to attain common goals, gain the confidence and support of top-level administrators and advise them on a wide range of matters.

- Ability to provide innovative leadership in formulating, promoting, and directing a statewide program.
- Strong leadership talents and the ability and willingness to develop collaborative working relationships with victim organizations, providers of victim services, and other governmental and non-governmental agencies.
- Must possess a demonstrated ability to coach, develop and motivate employees.
- Ability to represent the Board before the legislature, advisory and constituent groups and others.
- Education: A baccalaureate degree or equivalent education.
- Personable and professional demeanor.

Desirable Qualifications:

Increasingly responsible experience in the following: victim compensation; the California criminal justice system; public procurement; public employer-employee relations, public boards or commissions. Legal experience is desirable.

Experience with or knowledge of the operation of California state government and its legislative, and budgetary processes.

Graduate degree in business administration, criminal justice, law, public administration, or related field.

Submit Resumes to:

Department of General Services
Office of Human Resources
P.O. Box 989052
West Sacramento, CA 95798-9052
ATTN: Kristanna Clouse-Rivera

Or resumes may be delivered to 707 3rd Street, 7th Floor, West Sacramento. Questions regarding this position can be addressed to Kristanna Clouse-Rivera at 916-376-5427.